

Refund Table International Students from September 2026 Intake and beyond

The following table outlines refund eligibility, associated administrative fees, and required documentation for international students. Conditions and procedures align with the principles in Section 4.5 of the NCI Fees Policy

Reason for Refund Application	Refund Eligibility	Admin Fee	Documentation Required
Programme Did Not Run (International & Domestic)	Full refund	€ 0	Payment confirmation (Swift Receipt or MT103) NCI payment receipt Refund Request Form
Overpayment	Refund of overpayment	€0	Payment confirmation (Swift Receipt or MT103) NCI payment receipt Refund Request Form
Visa Rejection	Full refund, if visa application was complete and accurate	€ 200	Visa rejection letter Payment confirmation (Swift Receipt or MT103) NCI payment receipt Refund Request Form
Failure to Meet Academic or English Language Requirements	Full refund	€ 200	Academic/English language test results Payment confirmation (Swift Receipt or MT103) NCI payment receipt Refund Request Form

Withdraws More Than 12 Weeks Before Programme Start (International)	Partial refund (tuition fee minus admin fee)	€ 1,000	Payment confirmation (Swift Receipt or MT103) NCI payment receipt Refund Request Form Proof of visa sticker cancellation
Withdraws More Than 6 Weeks Before Programme Start (International)	Partial refund (tuition fee minus admin fee)	€ 2,500	Payment confirmation (Swift Receipt or MT103) NCI payment receipt Refund Request Form Proof of visa sticker cancellation
Withdraws Less Than 6 Weeks Before Programme Start OR Within First 6 Weeks of Programme Start (International)	Partial refund (tuition fee minus admin fee)	€ 4,000	Proof of withdrawal Payment confirmation (Swift Receipt or MT103) NCI payment receipt Refund Request Form Proof of visa sticker cancellation
Withdraws After 6 Weeks of Programme Start (International)	Not eligible for a refund.	N/A	N/A
Partial Payment Made and Course is Full	Partial refund (tuition fee minus admin fee)	Determined by date requests to withdraw e.g. More than 12 weeks or more than 6 weeks before programme start date etc.	Proof of withdrawal Payment confirmation (Swift Receipt or MT103) NCI payment receipt Refund Request Form

Payment for Multiple Courses or Pathways	Eligible for a pro-rata refund unless otherwise stated in the fee breakdown.	Determined on a case-by-case basis.	Refund Request Form Payment confirmation receipt.
Fraudulent, incorrect or incomplete information and/or documents	Not eligible for a refund.	N/A	Official notice of termination or disciplinary action.
Academic Misconduct or Antisocial Behaviour	Not eligible for a refund.	N/A	Official notice of termination or disciplinary action.
Breach of Irish Immigration or Student Status Rules	Not eligible for a refund.	N/A	Official notice of breach or termination.
Conviction of a Criminal Offence in Ireland	Not eligible for a refund.	N/A	Official notice of conviction.

Version Control

Reference Code	LRN-003-REF-INT	Policy/Procedure Manager	Director of Marketing & International Development
Last Updated	17/11/2025	Version Number	V2.0
Policy Reference(s):			
<ul style="list-style-type: none"> Fees Policy LRN-02-POL-PUB 			